

Minutes of Discussion Regarding Nicotine and Metabolite Analyses (PM-8451)
July 30, 2004
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Participants

Philip Morris
Shixia Feng

Covance
Mark Bentley
Iain Fraser
Mike Greenwood
Jill Schultz

The following items were discussed:

0044-025

Philip Morris had requested that Harrogate add the MDS accession nos. to the data. Mark indicated that he would need to check to see if they had the information. Following the meeting, Mark sent a message indicating that he should be able to piece together the Labref information with MDS accession numbers where they have hardcopy inventory sheets from MDS. Shixia Feng indicated that they need the information by 08/03, as they want to lock the database on 08/04.

ACTION: M. Bentley to send data by 08/03.

TES Nicotine Analyses

Analyses are on schedule. There will be several reassay batches at the end but this has been built into the schedule. Shixia Feng indicated that we need to make sure we compare the free and total values to ensure that there are no free values greater than the total.

Philip Morris wants to review all QC and calibration data before data are sent to MDS. The QC and calibration data for the batches analyzed previously should be available by 08/13/04. **ACTION: M. Bentley to send data by 08/13/04.**

Audit Report

Mark Bentley indicated that the audit report was given to their QA representative who will assign items to be addressed to the appropriate individuals.

Next call – 08/09/04.

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